

Section 1: Description of the District

District Name: _____

A. History (Add History Description Page Here)

1. Provide date district formed: _____ Date of first Reclamation contract: _____
Original size (acres): _____ Current date (date of data entered): _____

2. Provide size, population, and irrigated acres.

Size (square miles)	
Population served	
Irrigated acres	

3. Provide water supplies received.

Water Source	Date
Federal urban water	
Federal agricultural water	
State water	
Local/other	
Local surface water	
Upslope drain water	
District ground water	
Transferred water	
Reclaimed water	
Other (define)	
Total	

4. Provide annual entitlement under each right and/or contract.

	AF	Source	Contract #	Contract Restrictions
Urban AF/Yield (AF/Y)				
Agriculture AF/Y				
Other AF/Y				

5. Describe anticipated land-use changes (i.e., agricultural to municipal, etc.).

6. Cropping patterns.

List crops with 5 percent or more of total acreage.

Crop	Acres

7. List major irrigation methods (by acreage).

Irrigation Method	Acres
All other	
Total	

B. Location and Facilities

1. 2001 Agricultural Conveyance System

Incoming Locations	Type of Measurement Device	Accuracy

Miles Unlined - Canal	Miles Lined - Canal	Miles Piped	Miles - Other

2. 2001 Urban Distribution System

Miles AC Pipe	Miles Steel Pipe	Miles Cast Iron Pipe	Miles - Other

3. List storage facilities.

4. Describe agricultural spill recovery system.

5. Describe delivery system operation.

6. Describe restrictions on the contractor's water source(s).

Restriction	Cause of Restriction	Effect on District Operations

7. Describe proposed changes or additions to contractor's facilities and operations for the next 5 years.

C. Topography and Soils

1. Describe topography of the district.

2. Describe district soil associations.

Soil Association	Estimated Acres	Effect on Water Operations and Management

3. Describe limitations resulting from soil problems.

Soil Problem	Estimated Acres	Effect on Water Operations and Management

D. Climate

1. Describe the general climate of the district.

Provide National Weather Service (or other source).

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Avg Precip.													
Avg Temp.													
Max. Temp.													
Min. Temp.													

Above data taken from: _____ Year _____ to Year _____

Predominant wind direction: _____

Average annual frost-free days: _____

- Impact of any microclimates on water management within the district.*

E. Natural and Cultural Resources

- Provide the name of the natural resources area within the district.*

Name	Estimated Acres	Description

- Describe management of these resources in the past or present by the district.*

- Provide the name of the recreational and/or cultural resources area.*

Name	Estimated Acres	Description

F. Operating Rules and Regulations

- Attach a copy of the contractor's operating rules and regulations.*
- Describe contractor's agricultural water allocation policy.*

3. *Describe official and actual lead times necessary for water orders and shut-off.*

4. *Describe contractor's policies regarding surface and subsurface drainage from farms.*

5. *Describe contractor's policies on water transfers by the contractor and its customers.*

G. Water Measurement, Pricing, and Billing

Agricultural Customers

1. *Provide total number of customers:* _____
2. *Provide total number of 100 percent measured customers:* _____
3. *Provide total number of customer turnouts:* _____
4. *Provide total # of measured turnouts:* _____
5. *Provide percentage of water delivered that was measured at customer turnouts:* _____
6. *Complete measurement device table.*

Measurement Type	Number	Accuracy (+/-percentage)	Reading Frequency (Days)	Calibration Frequency (Months)	Maintenance Frequency (Months)
Orifices					
Propeller					
Weirs					
Flumes					
Venturi					
Metered gates					
Total					

Urban Customers

7. Provide total number of customers: _____
8. Provide total number of 100 percent measured customers: _____
9. Provide total number of connections: _____
10. Provide total number of measured connections: _____
11. Provide percentage of potable water supplied that was measured when delivered to a customer: _____
12. Complete measurement device table.

Meter Size and Type	Number	Accuracy (+/-percentage)	Reading Frequency (Days)	Calibration Frequency (Months)	Maintenance Frequency (Months)
5/8-3/4"					
1"					
1 1/2"					
2"					
3"					
4"					
6"					
8"					
10"					
Compound					
Turbo					
Total					

Agriculture and Urban Customers

13. Describe contractor's current year agriculture water charges.
14. Describe contractor's water-use data accounting procedures.

H. Water Shortage Allocation Policies

- 1. Attach contractor's current year water shortage policies.*
- 2. Attach contractor's current year policies that address wasteful use of water.*

Section 2: Inventory of Water Resources

A. Surface Water Supply

1. Acre-foot amounts of surface water delivered to the contractor by each of the contractor's sources.

(Enter in Table 1)

Amount of water received under each right and/or contract for the last 10 years.

(Enter in Table 8)

B. Ground Water Supply

1. Acre-foot amounts of ground water pumped and delivered by the contractor.

(Enter in Table 2)

2. Ground-water basin(s) that underlies the district.

Name	Size (Square Mile)	Usable Capacity (AF)	Safe Yield (AF/Y)

3. Contractor-operated wells and managed ground-water recharge areas.

4. If there is conjunctive use of surface and ground water, describe it.

5. For managed ground-water basins, attach a copy of the management plan.

6. For participation in ground-water banking, attach a description of the banking plan.

C. Other Water Supplies

1. Acre-foot amounts of "Other" water used as part of the contractor's water supply.

D. Source Water Quality Monitoring Practices

1. Water quality problems.

2. Urban contractors .

Attach Annual Water Quality Report.

3. Agricultural contractors concerns: Yes ____ No ____

4. Current water quality monitoring programs for surface water.

Analyses Performed	Frequency Range	Concentration Range	Average

5. Agricultural districts - Current year total dissolve solid range for surface water and ground water.

Surface water: ____ ppm Ground water: ____ ppm

E. Water Uses Within the District

1. Agricultural

Complete Table 5 Agriculture

2. Urban

Customer Type	Number of Connections	Year ____ Use (AF)
Single-family		
Multi-family		
Commercial		
Industrial		

Customer Type	Number of Connections	Year ____ Use (AF)
Institutional		
Landscape irrigation		
Wholesale		
Reclaimed		
Other (specify)		
Unaccounted for		
Total		

3. Urban Waste Water Collection and Treatment Systems serving the entire contractor service area.

Treatment Plant	Treatment Level (1, 2, 3)	Year ____ (AF)	Disposal to
	Total		
Total discharged to ocean	Saline sink		

4. Urban recycled waste water.

Treatment Plant	Treatment Level (2, 3)	Year ____ (AF)	Types of Users
	Total		

5. Ground-water recharge/management/banking.

Contractor operated ground-water recharge areas (as identified in Section 2,B).

Recharge Area	Method of Recharge	Year ____ (AF)	Year ____ (AF)	Year ____ (AF)
	Total			

6. *Transfers and exchanges.*

Transfers into or out of the district.

From Whom	To Whom	Year	(AF)	Use

7. *Trades, wheeling, or other transactions.*

From Whom	To Whom	Year	(AF)	Use

8. *Any other uses of water.*

Other Uses	Year	AF

F. Irrigation Drainage from the District.

1. *Surface and subsurface drain/return flows.*

Drain Location	Type of Use	Year ____ (AF)
	Total	

2. *Drainage Water Quality Testing Program*

Analyses Performed	Concentration Range	Frequency Range	Average

3. *Contractor's role in the current year Drainage Testing Program.*

4. Any usage limitation resulting from the drainage water quality.

Constituent	Usage Limitation

G. Water Accounting (Inventory)

Note: Completing Tables 1 through 8 satisfies all the water accounting data. If you have completed Tables 1 through 8, skip to the next section.

1. Contractor Water Supplies Quantified

- a. Surface water supplies, imported, and originating within the district, by month (Table 1).
- b. Ground water extracted by the district, by month (Table 2).
- c. Effective precipitation by crop (Ag Table 5).
- d. Estimated annual ground water extracted by non-district parties (Ag Table 2).
- e. Recycled urban waste water, by month (Table 3).
- f. Other supplies, by month (Table 3).

2. Water Used Quantified

- a. Conveyance losses, including seepage, evaporation, and operational spills (Table 4).
- b. Consumptive use by riparian vegetation (Table 6).
- c. Applied irrigation water, crop ET, water used for leaching, and cultural practices (e.g., frost protection, soil reclamation, etc.) (Table 5).
- d. Water use (Table 6).
- e. Ground-water recharge (Table 6).
- f. Water exchanges and transfers (Table 6).
- g. Estimated deep percolation within the district (Ag Table 7).
- h. Flows to perched water table or saline sink (Ag Table 7).
- i. Total urban waste water treated and discharged (Urban Table 8).

j. Irrigation spill or drain water leaving the district (Table 6).

k. Other (Table 6).

3. *Overall Water Inventory*

Section 3: Best Management Practices (BMPs) for Agricultural Contractors

A. Critical BMPs for Agricultural Contractors

1. Measure the volume of water delivered by the contractor to each customer with devices that are operated and maintained to a reasonable degree of accuracy, under most conditions, to +/- 6 percent.

Total number of customer turnouts that are unmeasured or do not meet the standards listed above: _____

Number of measurement devices installed last year: _____

Number of measurement devices installed this year: _____

Number of measurement devices to be installed next year: _____

Types of Measurement Devices to be Installed	Accuracy	Total to be Installed During Next Year

2. Designate a water conservation coordinator to develop and implement the Plan and develop progress reports.

Name: _____ Title: _____

Address: _____

Telephone: _____ Fax: _____ E-mail: _____

3. Provide or support the availability of water management services to water users.

a. On-Farm Evaluations

1) On farm irrigation and drainage system evaluations using a mobile lab type assessment.

Total number of irrigated acres: _____

Number of irrigated acres to be surveyed per year by on-farm irrigation evaluations:

Total number of farms: _____

Number of farms to be surveyed per year by on-farm irrigation and drainage evaluations:

2) Timely field and crop-specific water-use information to the water user. ♣

b. Normal year and real-time irrigation scheduling and crop ET information (i.e., CIMIS). ♣

c. Surface, ground, and drainage water quantity and quality data. ♣

d. Agricultural water management educational programs and materials for farmers, staff, and public.

Program	Co-Funders (If Any)	Yearly Targets

4. *Pricing structure - Adopt a water pricing structure for contractor water users based at least in part on quantity delivered.* ♣

5. *Evaluate the need for changes in policies of the institutions to which the contractor is subject.*

6. *Evaluate and improve efficiencies of contractor's pumps.*

B. Exemptible BMPs for Agricultural Contractors

1. *Facilitate alternative land use.*

Drainage Characteristic	Acreage	Potential Alternate Use
High water table (<5 feet)		
Poor drainage		
Ground water Selenium concentration > 50 ppb		
Poor productivity		

2. *Facilitate use of available recycled urban waste water that otherwise would not be used beneficially, meets all health and safety criteria, and does not cause harm to crops or soils.*

Sources of Recycled Urban Waste Water	AF/Y Available	AF/Y Currently Used by Contractor

3. *Facilitate the financing of capital improvements for on-farm irrigation systems.*

4. *Incentive pricing.*

5. a) *Line or pipe ditches and canals-accomplished during last 5 years or planned for next 5 years.*

Canal/Ditch (Reach)	Type of Improvement	Number of Miles in Reach	Estimated Seepage (AF/Y)	Accomplished/Planned Date

b) Regulatory reservoirs-accomplished during last 5 years or planned for next 5 years.

Reservoir Name	Annual Spill in Section (AF/Y)	Estimated Spill Recovery (AF/Y)	Accomplished/ Planned Date

6. Increase flexibility in water ordering by, and delivery to, water users.

Note: Provide a copy of a sample bill and water order.

7. Construct and operate district spill and tailwater recovery systems with measurement.

Distribution System Lateral	Annual Spill (AF/Y)	Estimated Potential Spill Recovery (AF/Y)

Acres where tailwater does drain into distribution system: _____

Annual tailwater collected (AF/Y): _____

Acres where tailwater is currently lost: _____

Estimated potential additional tailwater recovery (AF/Y): _____
(Measure within 3 years.)

8. Optimize conjunctive use of surface and ground water.

9. Automate canal structures.

10. Facilitate or promote water customer pump testing and evaluation.

C. Provide a 3-Year Budget for Expenditures and Staff Effort for BMPs
(Current year and 2 projected years budget for all BMPs.)

3-Year Budget and Staff Time Summary

1. Amount actually spent last year.

Year _____		Total Budget	Staff Time	
BMP #	BMP Name	(Including Staff Time)	(Hours)	(\$)
A1	Measurement	\$0	0	\$0
2	Conservation staff	\$0	0	\$0
3	On-farm	\$0	0	\$0
	CIMIS	\$0	0	\$0
	Water quality	\$0	0	\$0
	Agricultural Education Program	\$0	0	\$0
4	Quantity pricing	\$0	0	\$0
5	Policy changes	\$0	0	\$0
6	Contractor's pumps	\$0	0	\$0
B1	Alternative land use	\$0	0	\$0
2	Urban recycled water use	\$0	0	\$0
3	Facilitate financing of on-farm systems	\$0	0	\$0
4	Incentive pricing	\$0	0	\$0
5	Line or pipe canals/install reservoirs	\$0	0	\$0
6	Increase delivery flexibility	\$0	0	\$0
7	District spill/tailwater system	\$0	0	\$0
8	Optimize conjunctive use	\$0	0	\$0
9	Automate canal structures	\$0	0	\$0
10	Customer pump testing	\$0	0	\$0
	Total	\$0	0	\$0

2. Projected budget and staff time summary for the next 2 years.

Year _____		Total Budget	Staff Time	
BMP #	BMP Name	(Including Staff Time)	(Hours)	(\$)
A1	Measurement	\$0	0	\$0
2	Conservation staff	\$0	0	\$0
3	On-farm	\$0	0	\$0
	CIMIS	\$0	0	\$0
	Water quality	\$0	0	\$0
	Agricultural Education Program	\$0	0	\$0
4	Quantity pricing	\$0	0	\$0
5	Policy changes	\$0	0	\$0
6	Contractors pumps	\$0	0	\$0

B1	Alternative land use	\$0	0	\$0
2	Urban recycled water use	\$0	0	\$0
3.	Facilitate financing of on-farm systems	\$0	0	\$0
4	Incentive pricing	\$0	0	\$0
5	Line or pipe canals/install reservoirs	\$0	0	\$0
6	Increase delivery flexibility	\$0	0	\$0
7	District spill/tailwater system	\$0	0	\$0
8	Optimize conjunctive use	\$0	0	\$0
9	Automate canal structures	\$0	0	\$0
10	Customer pump testing	\$0	0	\$0
	Total	\$0	0	\$0

Year _____		Total Budget	Staff time	
BMP #	BMP Name	(Including Staff Time)	(Hours)	(\$)
A1	Measurement	\$0	0	\$0
2	Conservation staff	\$0	0	\$0
3	On-farm	\$0	0	\$0
	CIMIS	\$0	0	\$0
	Water quality	\$0	0	\$0
	Agricultural Education Program	\$0	0	\$0
4	Quantity pricing	\$0	0	\$0
5	Policy changes	\$0	0	\$0
6	Contractor's pumps	\$0	0	\$0
B1	Alternative land use	\$0	0	\$0
2	Urban recycled water use	\$0	0	\$0
3	Facilitate financing of on-farm systems	\$0	0	\$0
4	Incentive pricing	\$0	0	\$0
5	Line or pipe canals/install reservoirs	\$0	0	\$0
6	Increase delivery flexibility	\$0	0	\$0
7	District spill/tailwater system	\$0	0	\$0
8	Optimize conjunctive use	\$0	0	\$0
9	Automate canal structures	\$0	0	\$0
10	Customer pump testing	\$0	0	\$0
	Total	\$0	0	\$0

Section 4: BMPs for Urban Contractors *(This section is taken verbatim from the California Urban Water Conservation Council's (CUWCC) Memorandum of Understanding (MOU), March 14, 2001.)*

1. Water Survey Programs for Single-Family and Multi-Family Residential Customers

The program includes the following actions:

- a. Contact via letter or telephone single-family and multi-family residential customers.
- b. Provide surveys to single-family and multi-family unit residential customers.
- c. Instruct customers in meter reading.
- d. Check for leaks, including toilets/faucets and, if necessary, provide toilet flappers/faucet washers.
- e. Check showerhead and aerator flow rates, and provide low-flow models, as necessary.
- f. Check toilet flow rates, and when appropriate, recommend a ultra-low flow toilet (ULFT) replacement.
- g. Check irrigation system for leaks/overlap and determine timer functioning and current schedule.
- h. Measure landscaped area and develop irrigation schedule.
- i. Provide customer with evaluation results, water saving recommendations, and other information.

The contractor will annually collect and submit the following information:

- a. Of single-family and multi-family residential accounts in service area.
- b. Number of single-family residential surveys offered during reporting period.
- c. Number of single-family residential surveys completed during reporting period.
- d. Number of multi-family residential surveys offered during reporting period.
- e. Number of multi-family residential surveys completed during reporting period.
- f. Monitor annual water-use changes in consumption at surveyed accounts, individually and as a group.

2. Residential Plumbing Retrofit

The program includes the following actions:

- a. Retrofit kits will consist of high-quality, 2.5 gpm or less showerheads and 2.2 gpm or less faucet aerators.
- b. Distribution to not less than 10 percent of single-family and 10 percent of multi-family units each year, until 75 percent of single-family and 75 percent of multi-family units are retrofitted.
- c. Track the location, type and number of retrofits completed, devices distributed, and program costs.

The contractors will annually collect and submit the following information:

- a. The total number of non-retrofitted pre-1992 single-family residences and multi-family units.
- b. The number of retrofit kits distributed and installed during previous reporting period.
- c. The estimated percentage of pre-1992 single-family residences and multi-family units in service area fitted with low-flow showerheads and faucet aerators.

3. System Water Audits, Leak Detection, and Repair

The program includes the following actions:

- a. Annually complete a prescreening system audit to determine the need for a full-scale system audit. The prescreening system audit is calculated as follows:
 - 1) Determine metered sales.
 - 2) Determine other system verifiable uses.
 - 3) Determine total supply into system.
 - 4) Divide metered sales plus other verifiable uses by total supply into the system. If this quantity is less than 0.9, a full-scale system audit is indicated.
- b. When indicated, the contractors will complete a water audit of its distribution system using methodology consistent with that described in the American Water Works Association's (AWWA) Water Audit and Leak Detection Guidebook.

c. The contractor also advises customers whenever it appears possible that leaks exist on the customer's side of the meter, performs distribution system leak detection when warranted and cost effective, and repairs leaks when found.

The contractor will annually collect and submit the following information:

- a. Prescreening audit results and supporting documentation.
- b. Maintain in-house records of audit results, or the completed AWWA audit worksheets for each completed audit period.

4. Metering with Commodity Rates for all New Connections and Retrofit of Existing Connections (NOT EXEMPTIBLE)

The program includes the following actions:

- a. Install meters at new connections before those connections receive water.
- b. Install meters at existing unmetered connections at a consistent rate so all unmetered connections will be metered within the specified time stated in your contract.
- c. Bill all metered connections based on commodity rates.
- d. Conduct a study to identify any barriers or disincentives to retrofitting mixed-use commercial, industrial, and institutional (CII) accounts with dedicated landscape meters and assess the merits of a program to provide incentives to switch mixed-use CII accounts to dedicated landscape meters.

The contractor will annually collect and submit the following information:

- a. Confirmation that all new connections are metered and are being billed by volume of use.
- b. Total number of unmetered connections and number of previously unmetered connections which were metered during 1998 and 1999.
- c. Number of CII accounts with mixed-use meters.
- d. Number of CII accounts with mixed-use meters retrofitted with dedicated irrigation meters during reporting period.
- e. Impact of subsidized rates on water use.

5. Large Landscape Conservation Programs and Incentives

The program includes the following components:

Customer Support, Education, and Assistance

Provide non-residential customers with support and incentives to improve their landscape water-use efficiency. This program will provide:

Accounts with Dedicated Irrigation Meters

- a. The landscaped area at accounts with dedicated irrigation meters will be measured and ETo-based water-use budgets equal to no more than 100 percent of reference ET per square foot of landscape area will be assigned to each account.
- b. Notices will be provided each billing cycle to accounts with water-use budgets showing the relationship between the budget and the actual consumption.

Mixed-Use Meters or Not Metered

- a. Mixed-use CII accounts with landscaping will be identified.
- b. A strategy targeting and marketing large landscape water-use surveys to accounts with mixed-use meters will be developed.
- c. Cost-effective measures will be identified and offered, such as:
 - 1) Landscape water-use analysis/survey.
 - 2) Voluntary water-use budgets.
 - 3) Installation of dedicated landscape meters.
 - 4) Training (multi-lingual, where appropriate) in landscape maintenance, irrigation system maintenance, and irrigation system design.
 - 5) Financial incentives to improve irrigation system efficiency such as loans, rebates, and grants for the purchase and/or installation of water-efficient irrigation systems.
 - 6) Follow up water-use analyses/surveys with a letter, phone call, or site visit, where appropriate.

- d. Survey elements will include: Measurement of landscape area; measurement of total irrigable area; irrigation system check and distribution uniformity analysis;

review or develop irrigation schedules, as appropriate; and provision of a customer survey report and information packet.

New or Change of Service Accounts

New customers and change-of-service CII customer accounts will be provided information on climate-appropriate landscape design and efficient irrigation equipment/-management.

The contractor will annually collect and submit the following information:

Dedicated Landscape Irrigation Accounts

- a. Number of dedicated irrigation meter accounts.
- b. Number of dedicated irrigation meter accounts with water budgets.
- c. Aggregate water use for dedicated landscape accounts with budgets.
- d. Aggregate budgeted water use for dedicated landscape accounts with budgets.

Mixed-Use Accounts

- a. Number of mixed-use accounts.
- b. Number, type, and dollar value of incentives, rebates, and no- or low-interest loans offered to, and received by, customers.
- c. Number of surveys offered.
- d. Number of surveys accepted.
- e. Estimated annual water savings by customers receiving surveys and implementing recommendations.

6. *High-Efficiency Washing Machine Rebate Programs*

The program includes the following components:

- a. Determination of whether local energy providers have a high-efficiency washing machine rebate program. Determination of cost-effective rebate amount.
- b. If cost-effective rebate is \$50 or more, establishment of a cooperative rebate program with energy providers.
- c. If cost-effective rebate is less than \$50, or local energy providers do not have a high-efficiency washing machine rebate program, information on high-efficiency washing

machines (and, if appropriate, local energy provider rebate program) will be provided to customers

d. Support for local, State, and Federal legislation to improve efficiency standards for washing machines.

The contractors will annually collect and submit the following information:

a. Customer incentives to purchase high-efficiency washing machines being offered by local energy service providers, if any.

b. Data to determine the amount of a high-efficiency washing machine incentive that would be cost effective for the contractor to provide its customers.

7. Public Information Programs

The program includes the following components:

Providing speakers to employees, community groups, and the media; using paid and public service advertising; using bill inserts; providing information on customers' bills showing use in gallons per day for the last billing period compared to the same period the year before; providing public information to promote water conservation practices; and coordinating with other government agencies, industry groups, public interest groups, and the media.

The contractor will annually collect and submit the following information:

- a. Number of public speaking events relating to conservation during reporting period.
- b. Number of media events relating to conservation during reporting period.
- c. Number of paid or public service announcements relating to conservation produced or sponsored during reporting period.
- d. Types of information relating to conservation provided to customers.
- e. Annual budget for public information programs directly related to conservation.

8. School Education Programs

The program includes the following components:

Working with school districts and private schools in the water suppliers' service area to provide instructional assistance, educational materials, and classroom presentations that identify urban, agricultural, and environmental issues and conditions in the local watershed. Education

materials shall meet the State education framework requirements and grade-appropriate materials shall be distributed to grade levels K-3, 4-6, 7-8, and high school.

The contractors will annually collect and submit the following information:

- a. Number of school presentations made during reporting period.
- b. Number and type of curriculum materials developed and/or provided by water supplier, including confirmation that curriculum materials meet State education framework requirements and are grade-level appropriate.
- c. Number of students reached.
- d. Number of in-service presentations or teacher's workshops conducted during reporting period.
- e. Annual budget for school education programs related to conservation.

9. Conservation Programs for CII Accounts

The program includes the following components:

- a. Identify CII customers by standard industrial classification (SIC) codes.
- b. Rank CII customers according to annual water use.
- c. Provide audits to the targeted number of CII accounts.
- d. Replace the targeted number of high-water-using toilets with ULFTs.
- e. Monitor the effectiveness of implemented audit recommendations.
- f. Identify incentives programs, which would encourage the implementation of cost-effective audit recommendations that were not implemented.

The contractor will annually collect and submit the following information:

- a. The number of customers and amount of water use within the CII customer classes.
- b. Number of CII customers offered a survey during the year.
- c. Number of CII surveys completed during the year.
- d. Number of follow-up audits completed during the year

- e. The type and number of water saving recommendations implemented.
- f. Incentive program budget and customer outlays.

10. Wholesale Agency Assistance Programs

The program includes the following components:

Financial Support

- a. Provide yearly budget and staff to support cooperative pilot programs and county-wide public information and school education programs with the retail water agencies. All cooperative programs are designed to advance local water conservation efforts and effectiveness.
- b. All BMPs implemented by retail water agency customers which can be shown to be cost effective in terms of avoided cost of water from the wholesaler's perspective, using CUWCC cost-effectiveness analysis procedures, will be supported.

Technical Support

The contractor provides conservation-related technical support and information to all retail agencies for which they serve as a wholesale supplier. This support includes:

- c. Conduct or fund workshops addressing the following topics:
 - 1) Procedures for calculating program savings, costs, and cost-effectiveness.
 - 2) Retail agencies and BMP implementation reporting requirements.
 - 3) The technical, programmatic, strategic, or other pertinent issues and developments associated with water conservation activities in each of the following areas: ULFT replacement, residential retrofits, CII surveys, residential and large turf irrigation, and conservation-related rates and pricing.
- d. Have the necessary staff or equivalent resources available to respond to retail agencies' technical and programmatic questions involving Reclamation's BMPs and their associated reporting requirements.

Program Management

- e. When mutually agreeable and beneficial, the contractor may operate all or any part of the conservation-related activities that a given retailer is obligated to implement under the BMP's cost-effectiveness test. The contractor, operating under a Reclamation contract,

recognizes and accepts the obligation to fully satisfy the requirements of the Reclamation water conservation requirements.

BMP Implementation Actions

- a. Cost-effectiveness assessments will be completed for each Exemptible BMP. The methodology used will conform to Reclamation standards and procedures, and the information reported will be sufficient to permit independent verification of the cost-effectiveness calculations and of any exemptions claimed on cost-effectiveness grounds.
- b. The methodology used to calculate avoided cost per AF of new water supplies will conform to Reclamation standards and procedures, and the information reported will be sufficient to permit independent verification of the avoided cost calculations.
- c. Provision of financial incentives and equivalent resources to retail members to assist, or to otherwise support, the implementation of BMPs.
- d. The total amount of verified water savings achieved by each wholesaler-assisted BMP.

The contractor will annually collect and submit the following information:

- a. The total monetary amount of financial incentives and equivalent resources provided to retail members to assist, or to otherwise support, the implementation BMPs, subtotaled by BMP.
- b. The total amount of verified water savings achieved by each wholesaler-assisted BMP.

11. Conservation Pricing

The program includes the following components:

- a. Eliminating non-conserving pricing.
- b. Adopting conserving pricing.
- c. If contractor supplies both water and sewer service, this BMP applies to pricing of both water and sewer service.
- d. If contractor does not provide sewer service, it shall make good faith efforts to work with sewer agencies so that those sewer agencies adopt conservation pricing for sewer service.

e. The contractors next rate study will include consideration of incentive-rate structures for all customer types: Seasonal rates; increasing block rates; connection fee discounts; grant or loan programs to help finance conservation projects; financial incentives to change landscapes; variable hook-up fees tied to landscaping; and interruptible water service to large industrial, commercial, or public customers.

The contractor will annually collect and submit the following information:

- a. Report annual revenue generated by customer class for the reporting period.
- b. Report annual revenue derived from commodity charges by customer class for the reporting period.
- c. Report rate structure by customer class for water service and sewer service, if provided.

12. Conservation Coordinator

The program includes the following components:

- a. Designation of a water conservation coordinator and support staff (if necessary), whose duties shall include the following:
 - 1) Coordination and oversight of conservation programs and BMP implementation.
 - 2) Preparation and submittal of Reclamation's Annual Update (CUWCC BMP Implementation Report).
 - 3) Communication and promotion of water conservation issues to agency senior management; coordination of agency conservation programs with operations and planning staff; and preparation of annual conservation budget.

The contractor will annually collect and submit the following information:

- a. Water conservation coordinator name, staff position, and years on job.
- b. Number of water conservation coordinator staff.
- c. Duties of water conservation coordinator and staff.

13. Water Waste Prohibition

The program includes the following components:

Enactment and enforcement of a water waste ordinance prohibiting gutter flooding, single-pass cooling systems in new connections, non-recirculating systems in all new conveyer car wash and commercial laundry systems, and non-recycling decorative water fountains.

The contractor will annually collect and submit the following information:

- a. Number of customers contacted about water waste violations.
- b. Number of customers cited for repeat water waste violations.

14. *Residential ULFT Replacement Programs*

The program includes the following components:

- a. Implementation of programs for replacing existing high-water-using toilets with ULFT (1.6 gallons or less) in single-family and multi-family residences.
- b. Programs shall be at least as effective as requiring toilet replacement at time of resale.

The contractor will annually collect and submit the following information:

- a. The average number of toilets per single-family and multi-family unit.
- b. The average persons per household for single-family residences and for multi-family residences.
- c. The housing resale rate for single-family and multi-family residences in service area.
- d. The number of ULFT installations credited to the agency's replacement program, by year.
- e. Estimated cost per ULFT replacement.
- f. Estimated water savings per ULFT replacement.

Provide a 3-Year Budget for Expenditures and Staff Effort for BMPs
(Current year and 2 projected years budget for all BMPs.)

Actual Current Year Budget and Staff Time Summary

Year _____		Estimated	Estimated
BMP #	BMP Name	Budget	Staff Time (Hours)
1	Residential Water Audits	\$0	0
2	Residential Retrofit	\$0	0
3	System Water Audit and Leak Detection	Not WC budget	0
4	Metering w/Commodity Rates	\$0	0
5	Landscape Water Audits	\$0	0
6	Washing Machine Rebates	\$0	0
7	Public Information	\$0	0
8	School Education Program	\$0	0
9	CII Conservation Programs	\$0	0
10	Wholesale Agency Programs	\$0	0
11	Conservation Pricing	\$0	0
12	Conservation Coordinator	\$0	0
13	Water Waste Prohibition	\$0	0
14	ULFT Program	\$0	0
	Total	\$0	0

Projected Budget and Staff Time Summary for Next Year

Year _____		Estimated	Estimated
BMP #	BMP Name	Budget	Staff Time (Hours)
1	Residential Water Audits	\$0	0
2	Residential Retrofit	\$0	0
3	System Water Audit and Leak Detection	Not WC budget	0
4	Metering w/Commodity Rates	\$0	0
5	Landscape Water Audits	\$0	0
6	Washing Machine Rebates	\$0	0
7	Public Information	\$0	0
8	School Education Program	\$0	0
9	CII Conservation Programs	\$0	0
10	Wholesale Agency Programs	\$0	0
11	Conservation Pricing	\$0	0
12	Conservation Coordinator	\$0	0
13	Water Waste Prohibition	\$0	0
14	ULFT Program	\$0	0
	Total	\$0	0

3-Year Budget and Staff Time Summary

Year _____		Estimated	Estimated
BMP #	BMP Name	Budget	Staff Time (Hours)
1	Residential Water Audits	\$0	0
2	Residential Retrofit	\$0	0
3	System Water Audit and Leak Detection	Not WC budget	0
4	Metering w/Commodity Rates	\$0	0
5	Landscape Water Audits	\$0	0
6	Washing Machine Rebates	\$0	0
7	Public Information	\$0	0
8	School Education Program	\$0	0
9	CII Conservation Programs	\$0	0
10	Wholesale Agency Programs	\$0	0
11	Conservation Pricing	\$0	0
12	Conservation Coordinator	\$0	0
13	Water Waste Prohibition	\$0	0
14	ULFT Program	\$0	0
	Total	\$0	0

Section 5: Plan Implementation

Pursuant to water service and settlement contract terms, contractors must report on Plan implementation annually.

Agricultural contractors can complete an annual update by filling in the information for BMPs on the WaterShare web site at www.usbr.gov/mp/watershare/.

Urban contractors can complete an annual update by filling in the information for urban BMPs on the CUWCC website. Contractors who are signatories of the CUWCC are currently submitting annual reports via the CUWCC's *BMP Reporting Database* located on their web site at www.cuwcc.org. Through an agreement with the CUWCC, Reclamation's urban non-signatories may now submit their Annual Reports through the CUWCC's web site using "guest accounts." Urban BMPs are reviewed based on the CUWCC's MOU (amended March 14, 2001).

Section 6: Exemption Process

Some BMPs are not appropriate or possible for a contractor to implement. To document an exemption, refer to the guide for methods of justification and insert justifications here.

Section 7: Regional Criteria

There are no Regional Criteria at this time. If in the future regional criteria are considered, they will be developed as a separate document.

Section 8: Five-Year Plan Revision Procedure

No data required. Refer to Guidebook for explanation.

Attachment A

Information Required of Districts Located in a Drainage Problem Area

Districts included in the drainage problem area, as identified in A Management Plan for Agricultural Subsurface Drainage and Related Problems on the Westside San Joaquin Valley (September 1990), are listed by sub-area below. If future editions of the drainage report revise the boundaries of a drainage problem area or other factors used to determine which districts are in a drainage problem area, Reclamation will revise Attachment A to conform with the current drainage report.

1. Reclamation districts in the Grasslands subarea: Broadview Water District, Central California Irrigation District, Del Puerto Water District, Firebaugh Canal Water District, Mercy Springs Water District, Pacheco Water District, Panoche Water District, San Luis Canal Company, and San Luis Water District.

2. Reclamation districts in the Westlands subarea: James Irrigation District, Tranquillity Irrigation District, and Westlands Water District.

3. Reclamation districts in the Tulare sSubarea: Alpaugh Irrigation District, Atwell Island Water District, Lower Tule River Irrigation District, and Pixley Irrigation District.

4. Reclamation districts in the Kern subarea: Alpaugh Irrigation District.

Districts listed above shall describe which recommendations prescribed in A Management Plan for Agricultural Subsurface Drainage and Related Problems on the Westside San Joaquin Valley (September 1990) have been incorporated in their water conservation programs to improve conditions in drainage problem areas. These recommendations include:

1. Source Control
2. Land Retirement
3. Drainage Water Treatment
4. Drainage Water Reuse
5. Shallow Ground Water Pumping
6. Evaporation Ponds

Provide a description and level of expenditure for each activity designed to address the recommendations of the San Joaquin Valley Drainage Program. Identify how implementation of the recommendations has or will substantially reduce deep percolation on drainage problem lands. Describe which recommendations have not been implemented and why.

Attachment B
Non-Applicability (N/A) of Exemptible BMPs

To establish that a BMP is not applicable to the district, the Plan should explain the reasons why the BMP does not apply to the district. This justification must be consistent with Section 1 of the Criteria titled, “Describe the District.” Examples of N/A for each exemptible BMP are listed below. This list is not all-inclusive.

Section 3. B. Exemptible BMPs for Agricultural Districts

1. Facilitate Alternative Land Use - N/A could include: Districts without irrigable lands that have exceptionally high water duties or whose irrigation does not contribute to significant problems.

2. Facilitate use of available recycled water that otherwise would not be used beneficially, meets all health and safety criteria, and does not cause harm to crops or soils - N/A could include: Completely piped systems that do not have delivery constraints.

4. Facilitate the financing of capital improvements for on-farm irrigation systems - None identified.

4. Incentive pricing - District that receives only class 2 water.

5. a) Line or pipe ditches and canals - N/A could include: Completely piped systems, unlined systems or sections or systems which are used as part of a planned conjunctive use program.

b) Regulatory reservoirs - N/A could include: Completely piped systems that do not have delivery constraints.

6. Increase flexibility in water ordering by, and delivery to, the water users within operational limits - None identified.

7. Construct and operate district spill and tailwater recovery systems - N/A could include: Completely piped systems that do not have delivery constraints.

8. Optimize conjunctive use of surface and ground water - N/A could include: Districts which do not overlie a useable ground-water basin and thus neither the district nor its customers pump or use ground water.

9. Automate canal structures - N/A could include: Completely piped systems that do not have delivery constraints.

Attachment C

Assess Quantifiable Objectives (QOs)

CALFED is developing QOs that provide incentives for participation by water users including contractors in water management activities. These activities may or may not directly benefit the water user/contractor. If there are CALFED QOs that apply to the geographic location of your agency lands, identify the QOs that apply to your agency and comment on potential for contractor participation. Evaluate and comment on any BMP or practice that is complementary, or could be complementary to the QOs in the district. To see if your agency has QOs that apply, flip to the section in the back of the planner titled “QOs by Agency.” Find your agency in the alphabetical list. Review the QOs listed for your agency and comment on your agency’s interest in obtaining funding to participate and the role your agency may be interested in. Evaluate and comment on any BMP or practice that is complementary or could be complementary to the QOs in the district.

Attachment D

Crop List

barley	cabbage	berries (all kinds)
corn - field	carrots	cherries
oats	cauliflower	grapefruit
rice	celery	lemon / limes
sorghum	corn	oranges / tangerines
wheat	cucumbers	dates
other cereals	garlic	grapes
	greens	olives
alfalfa	lettuce	peaches
clover	melons	pears
irrigated pasture	onions	prunes / plums
other hay	peas	strawberries
silage	peppers	other fruits
other forage	potatoes	
	squash	almonds
cotton	tomatoes	pecans
hops	other vegetables	pistachios
safflower		walnuts
sugar beats	Sudan grass	other nut trees
soybeans	Bermuda grass	
other field crops	other grasses	ornamental nursery
		joboba
asparagus	apples	other
beans	apricots	
broccoli	avocados	

Irrigation Methods List

Level basin, 1/4 mile
Level basin, 1/8 mile
Graded, surface 1/2 miles
Graded, surface 1/4 miles
Graded, surface 1/8 mile
Sprinkler, center pivot
Sprinkler, linear move
Sprinkler, solid set
Sprinkler, hand move
Trickle, spray
Trickle, subsurface
Trickle, surface